

Friends Care Community

Assisted Living & Skilled Nursing Facility

Policy & Procedure for Indoor Visitation

(Amended 5/25/2021)

POLICY:

It is the policy of Friends Care Community (FCC) to allow indoor visitations in both the Assisted Living (AL) and the Skilled Nursing Facility (SNF), as long as it is safe and within established guidelines that meet the following criteria:

- Positivity Rate in Greene County must be below 10%.
- Greene County is NOT in the Red Zone as a Level 3 Public Emergency under the Ohio Department of Health (ODH) Public Advisory System.
- FCC's staff and residents must be COVID-19 free for 14 consecutive days.
- Friends Care Community has sufficient Personal Protective Equipment (PPE).
- Friends Care Community has sufficient staff available to help with visits without negatively impacting our other residents.

It is also FCC's policy that these visits are conducted in a manner that best ensures everyone's safety including those that will not be involved in a visit (i.e. safety protocols in place AND these visits take place in a secluded area so visitors have limited access to both the AL and the SNF).

PROCEDURE:

1. There will be 5 days scheduled for Indoor Visitation per week as follows:
 - a. Each resident will have 2 designated days and times where visits can be scheduled. These designated days will be communicated to the residents and their family members.
 - b. The designated times are 11 AM-1PM and from 4 PM to 6 PM.
 - c. Assisted Living visits will be on Monday thru Friday from 10 AM—6:30 PM.

- Times and Days may change to ensure that a resident's choice is honored. Times and Days may also be changed if above criteria listed above is not met (i.e. be increased or decreased depending on the policy criteria listed above concerning the Positivity Rate, Greene County Zone classification, Sufficient Staff and PPE, etc.).
2. Visits can be for a maximum of 2 hours per visit or are limited to two times per week.
 3. Visit cannot be split between different visitors (i.e. whomever is checked in, those same people will be the only ones allowed to visit during that scheduled time frame).
 4. Visits can be schedule to start any time during the designated time frame. Just be aware that the visits end at the designed end time therefore if you decide to come in later (which is 100% OK), your visit will not be for the full 2 hours because all visits end either at 1 PM from the late morning visits or at 6 PM for the afternoon visits.
 5. In order to limit access to FCC and the residents that are not a part of these scheduled visits, the visits will take place in the resident's private room or in their semi-private room if they do not have a roommate. If there is another resident in the same room, the visit can take place in a room like the Deaton Room or the Conference Room in the Rehab Gym.
 - a. All AL visits will take place in the resident's apartment since all of them are private spaces.
 6. Indoor Visitation needs to be scheduled in advance by calling FCC at 937-767-7363 for a SNF visit or 937-319-8914 for an AL visit.
 - a. Because the visits will take place in the resident's rooms (unless there is a need to have the visit in a designated visitation room), there can be multiple visits at the same time as long as they are

scheduled in advance and scheduled between your designated visitation times and days.

- b. In order to accommodate as many visitors as possible, only two indoor visits per week, per resident, with a 2 hour maximum, will be scheduled.
 - c. No more than 2 visitors will be allowed at a single time.
 - d. Children are allowed to visit as long as they can safely wear a mask/face covering at all times, are aware and will honor social distancing AND they are at least 3 years old.
 - e. Because visits can be up to two hours, the visitor and the resident can choose to go outside during their visit time (i.e. walk around the pond, walk around campus, sit outside, etc.).
 - f. While outside, there still needs to be no more than the original 2 visitors that were screened and checked into the facility for this visit.
7. At the time of the visitors scheduled visit, the visitor will come to the front door of the Nursing Home (if a Nursing Home Visit), the front of the AL (if an AL visit) or to the door leading into the Rehab Center located at the rear of FCC on Circle Drive next to the Rehab Gym (if a rehab resident), to enter into the appropriate facility. These doors will remain locked at all times. Staff will have to let the visitor in.
8. Before the visitor's scheduled time is to take place, all visitors will have the following completed:
- a. Staff to ensure that the visitor has on their mask or face covering.
 - b. Staff to ensure that they sanitized their hands (hand sanitizing station will be placed by the visitor's entrance door).

- c. Staff will take the visitor's temperature. If their temperature is 100.0 degrees or higher, they will be asked to immediately leave and therefore, will not be able to stay for their scheduled visit.
 - d. A health assessment will be completed as per the 'AHCA NCAL Prevent COVID-19 Screen Checklist.'
 - e. Visitors will sign in (Sign in sheet will be present at the door).
 - i. This sign in sheet will also include the visitors contact information (address and phone number).
 - ii. This Sign-In Sheet and Screen Checklist will be kept on file for 2 years or as specified by law.
9. If the resident needs to have a mask or chooses to wear one, staff will provide and assist the resident with a mask that is to be worn during the visitation if possible.
10. Staff will escort the visitor to the residents' room or to the designated visitation room.
- a. While being escorted to the designated visitation area, the visitor will have on a mask the entire time.
 - i. If both the resident and the visitor is fully vaccinated, mask can be removed while in the designated visitation room.
 - b. Once the resident is in the resident's room, they are to remain there during the entire visit unless they decide to go outside. If they decide to go outside, they need to tell staff and wear a mask in the building until they are outside.
 - c. If a visitor has to leave the room before the end of the visit (i.e. go to the bathroom or go outside), they will need to use the call light to

contact staff and staff will escort them to the nearest public restroom or outside with their mask on.

- d. When the visit is over, the visitor can leave but they must put on their mask and walk directly out of the building (i.e. no stopping until fully out of the building)

11. There is to be NO physical contact of any kind unless the resident has been fully vaccinated and chooses to allow physical touch.

- i. If the resident allows physical touch, the resident and the visitor need to be wearing a “well-fitted mask.”
- ii. If the resident allows physical touch, hand hygiene needs to be performed before and after such touch occurs by both the resident and the visitor.

12. Testing or having the vaccination is not a requirement for scheduling or having a visit. However, FCC encourages everyone to be vaccinated and/or COVID tested.

- a. Visitors are encouraged to be COVID-19 tested on their own prior to coming to FCC for the visit (i.e. tested within 2-3 days). If they are not tested prior to the visit on their own, FCC can provide this test and complete it for the visitor if the visitor ask for it. Again, being COVID tested is not a requirement for having a visit.

13. In the event that the visitor will need to use the restroom during the visit:

- a. If the visitor is visiting a Nursing Home resident in their room or in a designated visitation room, use the call light to contact an FCC staff member and they will escort the person to the nearest public restroom while wearing a mask. From there, they will be escorted back to where the visit was taking place.

- b. If the visitor is visiting an Assisted Living or a Rehab resident, they can use the resident's rest room with the resident's permission and/or the public restrooms just to the left of the AL Board Room. If they want to use the public restroom, they need to use the call light so that staff can escort the visitor to that bathroom and back while they have their mask on.
- c. No time will be added to the visitation in the event that a visit had to be delayed for this reason (i.e. Just be aware that the visits ends at the designed end time therefore if you decide to leave for any reason like go to the bathroom (which is 100% OK), your visit will not be for the full 2 hours because all visits end either at 1 PM from the late morning visits or at 6 PM for the afternoon visits.
- d. If a resident visitor has been here multiple times and knows the location of the bathrooms, they can escort themselves, however they still need to wear a mask to and from the restroom and go straight there and back.

14. After the visit is completed, staff will clean and sanitize the visiting area.

15. Friends Care Community reserves the right to modify this Policy and Procedure or decline a schedule visitation (regardless whether it was previously scheduled), at any time for any reason necessary.

- a. One of the reasons this Policy and Procedure may be modified is to meet a resident's specific needs if this Policy and Procedure would prevent them from being able to have such a visit (indoor visit). This would be a very rare exception but it fits with Friends Care Community's overall policy on providing 'person centered care' to all of our residents.
- b. Another reason that this policy may be modified or a scheduled visit be declined is due to a change in one of the policy criteria (i.e.

Positivity Rate, Greene County Zone classification, Sufficient Staff and PPE, etc.)

- c. At any time, if a staff member sees a violation to this policy (i.e. physical contact not authorized by the resident, not wearing a mask with a non-fully vaccinated residents, not wearing a mask while in the halls of FCC, etc.), they have the right under this policy to end the visit and ask the visitor to leave immediately. If the visitor refuses to leave, all future indoor visitations involving this person or persons will be prohibited.
- d. A staff member may be present in the visitation room during the visit to monitor for any violation to this policy and procedure. In this case, the staff member will ensure that the visit between the resident and visitor allows for plenty of space for both privacy and confidentiality.
- e. In order to follow 'person centered care,' if an exception needs to be made, please contact Hannah Moorman, RN (Nursing Home), Kim Cherry, LPN (Assisted Living), Bethany Miller, LSW (Licensed Social Worker), or Mike Montgomery, NHA (Executive Director). All can be reached by calling 937-767-7363.

16. This policy will be made available for all to see (posted on Friends Care Community's web-site), will be available where the visitors sign in at both the SNF and the AL, and will be made available upon request.